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Michael Look
HSD 2013 Consolidated Plan Submittal ORD
Sept 12, 2012
Version #5

CITY OF SEATTLE

ORDINANCE _____

COUNCIL BILL 117641

AN ORDINANCE adopting the 2013 Annual Action Plan to the City of Seattle 2009 - 2012 Consolidated Plan for Housing and Community Development, as amended; authorizing the submission of the 2013 Annual Action Plan to the United States Department of Housing and Urban Development; and authorizing the Human Services Director to make changes to the Plan for certain purposes.

WHEREAS, the United States Department of Housing and Urban Development ("HUD") requires local jurisdictions seeking certain federal assistance to develop a Consolidated Plan to bring together the principal housing and community development planning documents and the applications for four federal formula grant programs, including the Community Development Block Grant, HOME Investment Partnerships, Emergency Solutions Grant, and Housing Opportunities for Persons with AIDS programs, in one document; and

WHEREAS, the City of Seattle adopted the 2009 – 2012 Consolidated Plan for Housing and Community Development ("Plan") via Resolution 31087 and re-adopted it, as amended, by Ordinance 123057; and

WHEREAS, HUD approved the Plan, and the Plan has been amended, most recently by Council Bill 117578; and

WHEREAS, HUD regulations require the City to submit an annual action plan as part of the Plan; and

WHEREAS, HUD has agreed to allow the City to extend the 2009 – 2012 Consolidated Plan into calendar year 2013; and

WHEREAS, the Mayor has proposed the 2013 Annual Action Plan ("AAP"), and requests that the City Council adopt the 2013 AAP and authorize its submittal to HUD; and

WHEREAS, the Mayor's proposed 2013 AAP, including a summary describing the contents and purpose of the 2013 AAP, has been available for public review and comment for 30 days and a public hearing was held on October 4, 2012; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

COUNCIL CLERK

Section 1. The Seattle City Council hereby adopts the 2013 Annual Action Plan ("AAP") attached to this ordinance as Attachment 1, to the 2009 – 2012 Consolidated Plan for Housing and Community Development (as previously amended, the "Plan"), for the purposes and subject to the conditions, limitations and potential amendments as set forth in this ordinance.

Section 2. The AAP represents the City's plan and proposal to the United States Department of Housing and Urban Development ("HUD") for the use of the funds shown in the AAP. The AAP is intended to serve the functions set forth in 24 CFR Section 91.1(b), but the contents of the AAP, are not otherwise intended to have legal effect except as otherwise specifically stated in the AAP. The contents of the AAP are not intended to affect the use of funds allocated under action plans for years prior to 2012, except as may be expressly required by HUD as a condition to the expenditure of such funds.

Section 3. The allocations set forth in the AAP do not constitute appropriations or modify the amounts of any existing appropriations, nor are they to be considered as final funding decisions. The authority of the respective City departments and offices to implement the activities set forth in the AAP is subject to sufficient appropriations in the City of Seattle 2013 Adopted Budget, as it may be amended by ordinance, or in any separate ordinance. Implementation of any specific project or program is also subject to a final determination by the appropriate office or department after completion of any necessary review under environmental and related laws. No part of the AAP is intended to confer any legal rights or entitlements on any persons, groups or entities.

Section 4. The Mayor and the Director of Human Services (the "Director") and their designees are each hereby authorized to submit the 2013 Annual Action Plan to the 2009 – 2012 Consolidated Plan for Housing and Community Development, together with any necessary supplementary material, to HUD as the application by the City for financial assistance under certain HUD programs; to represent the City in seeking HUD approval of the AAP, to make and

COUNCIL CLERK

submit to HUD such modifications to the AAP as HUD may require, provided that no substantial policy changes are involved; to add a summary of public comments and responses to those comments to the AAP; and to sign and deliver on behalf of the City such assurances and certifications as may be necessary to obtain HUD approval. The Director or her designee is further authorized to make such technical and conforming changes to the AAP or the Plan as the Director or her designee may deem reasonably necessary, and to amend the AAP, if necessary or appropriate under federal regulations, to reflect funding of specific activities, final appropriations for the programs or budget control levels in the Adopted Budget, or changes in activities that are consistent with the policies and priorities established in the Plan. The Director or her designee shall notify the Council of all changes or amendments to the AAP. Any substantial amendment, as defined by the adopted Citizen Participation Plan in the 2009 - 2012 Consolidated Plan, as amended, shall require approval by the Council by ordinance.

COUNCIL CLERK

Section 5. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the ____ day of _____, 2012, and signed by me in open session in authentication of its passage this _____ day of _____, 2012.

_____

President _____of the City Council

Approved by me this ____ day of _____, 2012.

_____

Michael McGinn, Mayor

Filed by me this ____ day of _____, 2012.

_____

Monica Martinez Simmons, City Clerk

(Seal)

Attachment 1: 2013 Annual Action Plan to the 2009 – 2012 Consolidated Plan

COUNCIL CLERK

ATTACHMENT 1

PROPOSED 2013 ANNUAL ACTION PLAN TO THE 2009 – 2012 CONSOLIDATED PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT

November 7, 2012
Version 10

Executive Summary

ES-05 Executive Summary

1. Introduction

In November 2008 the City of Seattle adopted the 2009 - 2012 Consolidated Plan for Housing and Community Development. The Consolidated Plan delineates the overall strategies that govern the City's use of four federal allocations from the U.S. Department of Housing and Urban Development. Those allocations are from the following programs:

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships Program (HOME)
- Emergency Solutions Grant Program (ESG)
- Housing Opportunities for Persons with AIDS (HOPWA)

Through the four years of the plan, the City's uses of the Consolidated Plan funds have remained relatively constant, as our priorities have focused on long-term solutions and projects. With the advent of HUD's eConPlan Planning Suite (launched in 2012) and with the continuing needs for homeless services, affordable housing, and economic development, Seattle is extending the 2009 - 2012 Consolidated Plan into 2013. The strategies presented in the 2009 – 2012 Consolidated Plan, as periodically amended, will continue into 2013. We will be developing a new four-year plan, covering 2014 - 2017, in the fall of 2013.

For 2013, Seattle anticipates federal funding from CDBG, HOPWA, HOME, and ESG (HEARTH) to be unchanged from the 2012 funding levels. Combined with anticipated program income, this assumption generates overall revenues of $16.4 million. This 2013 Annual Action Plan (AAP) completes the CDBG allocations supporting the work of the Rainier Valley Community Development Fund as planned (including a smaller allocation in 2013 than in 2012), and allocates the available CDBG funds to accomplish additional economic development activities, including job training programs and continued neighborhood revitalization efforts.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The 2013 Update builds upon the three priorities identified in the 2009 - 2012 Consolidated Plan:

1. Public services targeted to homeless families and individuals as guided by the Ten-Year Plan to End Homelessness
2. Building, acquiring and / or rehabilitating low-income housing through private non-profit and public housing developers.
3. Encouraging economic development through neighborhood revitalization investments and small business loans, including targeting resources to the Southeast Seattle Neighborhood Revitalization Strategy Area.

Funding allocations and goals among the three priorities in the 2013 Update is similar to the allocations and goals in 2012, although some changes occurred in specific activities. In 2012 the Seattle Human Services Department (HSD) adopted a new plan to invest its resources to address the needs of homeless persons and families, which advances the first priority. The new Communities Supporting Safe and Stable Housing (CSSSH) Investment Plan ("Investment Plan") is consistent with Consolidated Plan strategies and the County-wide Ten-Year Plan to End Homelessness and was developed with an unprecedented community engagement process. This Investment Plan will directly influence how the City allocates $3.3 million of CDBG funds and $900,000 of ESG funds to services assisting the currently homeless, stabilizing the formerly homeless, and preventing homelessness for those at risk.

In promoting the third priority to encourage economic development through neighborhood revitalization investments, a planned reduction to one activity will provide new capital for other activities that advance economic development. The planned reduction in the allocation to the Rainier Valley Community Development Fund (RVCDF) also allows us to respond to a decrease in program income and carryforward resources without affecting funding for other, continuing programs. A total of $411,614 of the RVCDF reduction represents a real reduction to the overall CDBG program in 2012 from 2013. The balance, $905,886 is used to support additional activities to equip residents and neighborhood businesses to respond to opportunities in the slow recovery from the recession. Proposed funding for the Seattle Conservation Corps and the Career Bridge programs will provide increased opportunities for low- and moderate-income and homeless and formerly homeless persons to gain job

training and skill development opportunities. These particularly vulnerable populations will be provided with training, job experiences, and wrap-around services to support their efforts to find mainstream employment. Seattle also proposes to continue neighborhood business development and microenterprise assistance activities. In addition, $150,000 is reduced from supporting public services in the Human Services Department (HSD) and redirected to the Office of Economic Development to assist South Park businesses to recover from continuing closure of the South Park Bridge. Other resources will be used to replace the public services funding, resulting in no net loss of services. Total targeted funding to the South Park area is proposed to be $300,000. The freed-up money from RVCDF and HSD redirected money is proposed to be spent as follows:

- Fund new Career Bridge program: $60,000 (see page 23, line 33 for more details)
- Restore 2012 reduction to Neighborhood Business District Assistance: $108,190 (page 22, line 25)
- Continue Grow Seattle program to provide technical assistance to small businesses: $75,000 (page 22, line 31)
- Assist South Park businesses to recover from closure of South Park Bridge: $300,000 (page 23, line 32)
- Support Seattle Conservation Corps: $508,000 (page 23, line 34)
- Unallocated contingency: $4,696

3. Evaluation of past performance

As reported in the 2011 Consolidated Annual Performance and Evaluation Report (CAPER), current programs and activities supported by the Consolidated Plan funds have been vital to services for homeless and low- and moderate-income residents of Seattle. For instance, in conjunction with other local, private and federal funds, more than 400 units of affordable housing will be developed from 2011 funding commitments; more than 600 small and neighborhood businesses were involved or benefitted from neighborhood business district revitalization activities; and more than 1,200 homeless households were moved into transitional or permanent housing.

To build upon these efforts, the Seattle Office of Economic Development (OED) and the Seattle Human Services Department (HSD) explored strategies to help low- and moderate-income residents with limited work experience and other barriers and developed a project called Career Bridge. This program, to be supported with CDBG funds, will be designed to work with populations in need of a range of comprehensive services and support to prepare for and access good-paying jobs with long-term career pathways. Also, CDBG support will be provided to the Seattle Conservation Corps to provide homeless and formerly homeless individuals with marketable skills and job training experiences.

Seattle's management and administration of the Consolidated Plan funds was recently affirmed by an audit by the Housing and Urban Development Office of the Inspector General (OIG) of our CDBG-R (2009 American Recovery and Reinvestment Act funds) program. The OIG concluded that the City "used its CDBG-R funds in accordance with HUD and Recovery Act requirements and subgrantee expenditures were appropriate, eligible, and supported." The audit report contained no recommendations and concluded that no further actions were necessary.

4. Summary of citizen participation process and consultation process

The Communities Supporting Safe and Stable Housing Investment Plan, which will significantly influence the allocation of resources supporting homeless persons and persons at risk of homelessness, was developed through an extensive year-long community engagement process where clients of services, community members, shelter and housing providers, businesses, faith communities, charitable foundations, local government agencies, the Committee to End Homelessness, United Way of King County, and other stakeholders have all contributed to proposed strategies for investments and solutions to end homelessness. Hundreds of people participated in client surveys, focus groups, advisory group meetings and community forums, and listening groups. These activities were conducted between May 2011 and May 2012.

In developing the Career Bridge program, OED and HSD held a community focus group in late July 2012 to describe the intent and design of the program and receive feedback. The focus group included 38 people, ages 17-50, who were potential participants. They shared their own stories and gave specific comments about the program's components, outcomes and barriers to sustained employment.

The notice of public hearing was published in the Daily Journal of Commerce, the City's journal of record, on September 21, and the 2013 Annual Action Plan and public hearing notice were posted on the HSD website on September 24, 2012. In addition to the specific consultation that was conducted before the plan was drafted, a public hearing on the overall use of CDBG, HOME, ESG, and HOPWA funds in the proposed 2013 Annual Action Plan was held on October 4, 2012 by the City Council's Budget Committee.

5. Summary of public comments

While no public comments were received at the October 4 public hearing specifically designated for the 2013 Annual Action Plan / Update to the 2009 – 2012 Consolidated Plan, a number of comments were presented at other public comment opportunities related to the Mayor's Proposed 2013 Operating Budget. On two such occasions, October 2 at 9:30am and October 4 at 5:45pm, approximately 11 individuals commented on the proposed funding for the Career Bridge program. All of the speakers supported the Career Bridge program, noting the following benefits:

- Gun violence may be reduced by providing ways for jobless persons to effectively access job training and thus more beneficial lifestyles;
- Many community groups will be involved in supporting the young men who would benefit from the program; and
- Barriers to jobs and job training will be reduced/removed, including lack of housing, overcoming felony crime backgrounds, lack of social supports, and lack of clear pathways to employment.

No written comments were received.

6. Summary of comments or views not accepted and the reasons for not accepting them

No comments were rejected.

7. Summary

The City of Seattle proposes no policy changes to the current 2009 – 2012 Consolidated Plan funding strategies. Evaluation of our performance over the past several years confirms that we are using these

funds effectively and responsibly, in the context of Seattle's overall $4.3 billion budget, of which $946 million is from the local General Fund. CDBG funds made available due to the scheduled reduction in the allocation to the Rainier Valley Community Development Fund in the final year of scheduled support to that agency will continue to be focused on business assistance, neighborhood revitalization, and job training and skill development opportunities for eligible persons. The CSSSH Investment Plan is consistent with and builds upon the existing Consolidated Plan funding strategies and the efforts of the Ten-Year Plan to End Homelessness.

NOTE: The contents of this Plan are not intended to confer any legal rights or entitlements on any persons, groups, or entities, including those named as intended recipients of funds or as program beneficiaries. The terms of this Annual Action Plan are subject to amendment and to the effect of applicable laws, regulations and ordinances. Statements of numerical goals or outcomes are for the purpose of measuring the success of programs and policies and do not impose a legal obligation on the City to achieve the intended results. Actual funding of particular programs and projects identified in this Plan is subject to completion of various further actions, some of which involve discretionary determinations by the City or others. These include HUD approval of this Plan; appropriations by the United States Congress and the City Council; reviews and determinations under environmental and related laws; and results of bidding and contracting processes.

PR-05 Lead & Responsible Agencies

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	City of Seattle, Washington	Human Services Department / Community Development Block Grant Administration
HOME Administration	City of Seattle, Washington	Office of Housing
CDBG, ESG, HOPWA Administration	City of Seattle, Washington	Human Services Department, Transitional Living and Support Division

Table 1 – Responsible Agencies

Narrative

The City of Seattle, Human Services Department, CDBG Administration Unit, is the lead agency for the development of the Consolidated Plan and the administration and management of Community Development Block Grant, Emergency Solutions Grant, and Housing Opportunities for Persons with AIDS funding. The City's Office of Housing is the lead agency for the administration and management of the HOME Investment Partnership program.

The Human Services Department utilizes CDBG, ESG, and HOPWA funds to provide public services for and potentially capital improvements benefitting low- and moderate-income and other eligible clients. The Office of Housing (OH) uses CDBG and HOME funds to provide for the preservation and development of affordable housing, assistance to qualifying homeowners in need of home repairs, and assistance benefiting qualifying homebuyers. The Office of Economic Development (OED) uses CDBG funding to promote neighborhood business development, revitalization, and workforce development, and to support small and microenterprise business assistance. The Department of Parks and Recreation uses CDBG funds to improve parks facilities serving low- and moderate-income areas of the City. All CDBG-funded projects are monitored by the CDBG Administration Unit for compliance with applicable federal rules and regulations.

Consolidated Plan Public Contact Information

Questions concerning the Consolidated Plan may be directed to Michael Look, CDBG Administrator for the City of Seattle. Mr. Look's phone number is 206-615-1717; his mailing address is P.O. Box 34215, Seattle, Washington, 98124-4215. Mr. Look may also be reached via e-mail at michael.look@seattle.gov.

Expected Resources

AP-15 Expected Resources

Introduction

The City of Seattle, in developing this 2013 Annual Action Plan during the summer of 2012, assumed that its 2013 entitlement revenue will exactly mirror actual 2012 allocations for the four Consolidated Plan funds from HUD. No increase or decrease is assumed at this time (October 17, 2012).

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	9,267,515	740,000	0	10,007,515	0	Assume funding level is consistent with 2012 actual entitlement award; program income expected to increase by $100,000
HOPWA	public - federal	Permanent housing in facilities	1,814,768	0	0	1,814,768	0	Assume funding level is consistent with 2012 actual amounts

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
		Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA						
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	2,610,286	1,000,000	0	3,610,286	0	Assume funding level is consistent with 2012 actual amounts
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance	929,144	0	339,193	1,268,337	0	Assume funding level is consistent with 2012 actual amounts

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
		Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing						

Table 2 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Rarely does the City of Seattle provide all funds necessary for the implementation of affordable housing capital projects. The organizations seeking funds to develop or preserve affordable housing are required to identify matching amounts during regularly scheduled Notice of Funding Availability competitions through which CDBG, HOME, and other local funds are allocated. For instance, in 2011 these housing developers matched every $1 of CDBG with $2.52 in non-governmental funds. For HOME funding, the leveraged amount was more than $14 in non-governmental funds for every $1 of HOME. Similarly, operators of public services programs supported by CDBG provide other local and private funds to supplement and federal funds received through the Consolidated Plan activities.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City currently has several buildings which it leases to non-profit entities under "mutually offsetting benefits" arrangements whereby the non-profits provide services to the public in return for its occupancy of the buildings. Most of these are for senior or community center operations.

Discussion

These revenue estimates were developed in the late summer 2012, based on media and other reports from Washington, D.C. regarding an agreement among the Congressional leadership and the White House for a six month continuing resolution to start FY2013. Program income figures are based on 2012 year-to-date experiences and projections for 2013.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Annual Goal Outcome Indicator
Support and Assistance to Homeless Populations	2009	2013	Homeless		Support the Ten-Year Plan to End Homelessness	CDBG: $3,290,015 ESG: $1,241,912	Public service activities other than Low/Moderate-Income Housing Benefit: 60 Persons Assisted Homeless Person Overnight Shelter: 7,134 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 0 Beds
Affordable Housing Preservation & Development	2009	2013	Affordable Housing		Preserve and Develop Affordable Housing	CDBG: $1,518,400 HOME: $3,349,257 HOPWA: $1,814,768	Rental units constructed: 45 Household Housing Units Rental units rehabilitated: n/a Household Housing Units Homeowner Housing Rehabilitated: 650 Household Housing Units Direct Financial Assistance to Homebuyers: 11 Households Assisted

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Annual Goal Outcome Indicator
							HIV/AIDS Housing Operations: 194 Household Housing Units
Economic Development and Revitalization	2009	2013	Economic Development	SOUTHEAST NRSA	Promote economic development and revitalization	CDBG: $3,701,675	Public Facility or Infrastructure Activities other than Low/Moderate-Income Housing Benefit: 15 Jobs created/retained: 20 Jobs Businesses assisted: 605 Businesses Assisted

Table 3 – Goals Summary

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b)

The City has set as a goal for 2013 the provision of assistance to 900 families, with funding from CDBG, HOPWA and HOME. This funding will be supplemented by other funds available to the City, such as from the 2009 Housing Levy.

Projects

AP-38 Project Summary

Project Summary Information

Project Name	Target Area	Goals Supported	Needs Addressed	Funding
CDBG Administration				CDBG: $920,882
Human Services Planning		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	CDBG: $130,172
Homebuyer Program		Affordable Housing Preservation & Development	Preserve and Develop Affordable Housing	CDBG: $60,000 HOME: $1,087,314
Minor Home Repair Program		Affordable Housing Preservation & Development	Preserve and Develop Affordable Housing	CDBG: $449,917
Low-Income Housing Development Services		Affordable Housing Preservation & Development	Preserve and Develop Affordable Housing	CDBG: $216,989
Multi-Family Housing Staffing		Affordable Housing Preservation & Development	Preserve and Develop Affordable Housing	CDBG: $79,939
Rental Housing Preservation and Production		Affordable Housing Preservation & Development	Preserve and Develop Affordable Housing	CDBG: $791,494 HOME: $2,261,943
Housing Program Development Staffing		Affordable Housing Preservation & Development	Preserve and Develop Affordable Housing	CDBG: $101,139
HOME Administration		Affordable Housing	Preserve and Develop	HOME: $261,029

		Preservation & Development	Affordable Housing	
Catholic Community Services Noel House		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	CDBG: $185,302
Catholic Community Services St Martin de Porres		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	CDBG: $336,226
YouthCare - The Shelter		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	ESG: $32,053
New Beginnings Confidential Shelter		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	ESG: $15,668
Communities Supporting Safe and Stable Housing Request for Investments Process		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	CDBG: $705,792 ESG: $471,701
ESG Administration		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	ESG: $26,425
Catholic Community Services Aloha Inn		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	CDBG: $215,485
DESC Main Shelter		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	CDBG: $1,167,780 ESG: $364,000
YWCA Downtown Shelter		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	CDBG: $220,025
YWCA Seattle Emergency Housing		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	CDBG: $459,405
Neighborhood House Homelessness Prevention		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	ESG: $170,345
Solid Ground Housing Stability Case Management		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	ESG: $160,000
Compass Housing Alliance Housing		Support and Assistance to	Support the Ten-Year Plan	ESG: $28,145

Stability & Retention		Homeless Populations	to End Homelessness	
HOPWA RFI allocation		Support and Assistance to Homeless Populations	Support the Ten-Year Plan to End Homelessness	HOPWA: $1,814,768
Neighborhood Business District Project Assistance		Economic Development and Revitalization	Promote economic development and revitalization	CDBG: $216,000
Neighborhood Business District Planning Assistance		Economic Development and Revitalization	Promote economic development and revitalization	CDBG: $450,675
Small / Microbusiness Assistance		Economic Development and Revitalization	Promote economic development and revitalization	CDBG: $92,000
Rainier Valley Community Development Fund	Southeast NRSA	Economic Development and Revitalization	Promote economic development and revitalization	CDBG: $2,000,000
Section 108 loan		Economic Development and Revitalization	Promote economic development and revitalization	S 108: $1,000,000
Home Repair and Homebuyer staffing		Affordable Housing Preservation & Development	Preserve and Develop Affordable Housing	CDBG: $260,202
Grow Seattle Entrepreneurial Training		Economic Development and Revitalization	Promote economic development and revitalization	CDBG: $75,000
South Park Neighborhood Business District Assistance	South Park	Economic Development and Revitalization	Promote economic development and revitalization	CDBG: $300,000
Career Bridge		Economic Development	Promote economic	CDBG: $60,000

		and Revitalization	development and revitalization	
Seattle Conservation Corps		Economic Development and Revitalization	Promote economic development and revitalization	CDBG: $508,000

Table 4 – Project Summary

AP-35 Projects

Introduction

The 2013 Annual Action Plan is the proposed one year spending plan for Consolidated Plan funds for the City's 2013 fiscal year. The projects identified are consistent with the strategies and objectives described in the 2009 - 2012 Consolidated Plan, which has been extended through 2013 with HUD approval.

#	Project Name	Location	Description	Performance Measure
1	CDBG Administration	700 5th Avenue, Suite 5800, Seattle	Administer & manage CDBG program, provide technical assistance on HUD regulations, enforce labor standards and environmental review regulations	
2	Human Services Planning	700 5th Avenue, Suite 5800, Seattle	Develop Consolidated Plan and related reports to HUD; conduct research into homelessness issues	
4	Homebuyer Program	City-wide	Financial and other assistance to support qualifying homebuyers	11 homes purchased
5	Minor Home Repair Program	City-wide	Contract with Senior Services to provide minor repairs for homes occupied by low-income homeowners	650 homes repaired
6	Low-Income Housing Development Services	City-wide	Contract to provide homeowner education and counseling for first-time homebuyers	220 participants
7	Multi-Family Housing Staffing	700 5th Avenue, Suite 5700, Seattle	Staff and related costs to support the rehabilitation or new construction of affordable rental housing	
8	Rental Housing Preservation and Production	City-wide	Financial assistance for rehabilitation, preservation, or new construction of affordable rental housing	45 units
9	Housing Program Development Staffing	700 5th Avenue, Suite 5700, Seattle	Staffing costs for development of housing policies, development of Consolidated Plan and related documents	

#	Project Name	Location	Description	Performance Measure
10	HOME Administration	700 5th Avenue, Suite 5700, Seattle	Support costs of administering HOME program	
11	Catholic Community Services Noel House	2301 Second Avenue, Seattle	Emergency shelter and transitional services for homeless women	360 persons served
12	Catholic Community Services St Martin de Porres	1561 Alaskan Way South, Seattle	Emergency shelter and transitional services for homeless individuals	725 persons served
13	YouthCare - The Shelter	2500 NE 54th, Seattle	Emergency shelter and support for homeless youth	60 persons
14	New Beginnings Confidential Shelter	Confidential	Shelter, crisis intervention, counseling, support and referral services to women and children who are victims of domestic violence	94 persons
15	Communities Supporting Safe and Stable Housing RFI	TBD	RFI process to provide for emergency shelter and transitional housing and related services	TBD
16	ESG Administration	700 5th Avenue, Suite 5800, Seattle	Administration, HMIS, and management of the ESG program	
17	Catholic Community Services Aloha Inn	1911 Aurora Avenue North, Seattle	Transitional housing and support services for formerly homeless men and women	100 persons served
18	DESC Main Shelter	517 3rd Avenue, Seattle	Emergency shelter and supportive transitional services for homeless adult persons	5,500 persons served
19	YWCA Downtown Shelter	1118 5th Avenue, Seattle	Emergency shelter and counseling services for homeless women and children in crisis	195 persons served
20	YWCA Seattle Emergency Housing	2820 E. Cherry Street, Seattle	Emergency shelter for 1- and 2-parent homeless families, with supportive services	100 families served
21	Neighborhood House Homelessness Prevention	City-wide	Various homelessness prevention services to families and individuals at risk	160 households assisted

#	Project Name	Location	Description	Performance Measure
22	Solid Ground Housing Stability Case Management	City-wide	Various homelessness prevention services to families and individuals at risk	75 households assisted
23	Compass Housing Alliance Housing Stability & Retention	City-wide	Various homelessness prevention services to families and individuals at risk	180 households assisted
24	HOPWA RFI allocation	TBD	RFI process to provide for HOPWA eligible services	TBD
25	Neighborhood Business District Project Assistance	City-wide	Fund non-profit organizations in partnership with Impact Capital to revitalize targeted business districts serving low-income neighborhoods	50 businesses assisted
26	Neighborhood Business District Planning Assistance	City-wide	Technical assistance to support the revitalization strategies of neighborhood business districts serving low-income areas	8 business districts assisted
27	Small / Microbusiness Assistance	City-wide	Small businesses will receive technical assistance and business training to improve their chances of success. Focus on microenterprises and businesses serving low-income communities. Entrepreneurial training, counseling, and assistance with access to credit.	500 businesses assisted
28	Rainier Valley Community Development Fund	Southeast NRSA	Loans and / or payments to promote business and real estate development and job creation in the SE NRSA.	15 business and real estate loans
29	Section 108 loan activity	TBD	Section 108 loan assistance to qualifying, eligible project(s)	TBD
30	Home Repair and Homebuyer staffing	700 5th Avenue, Suite 5700	Support staff and related costs of managing homebuyer assistance programs and homeowner rehabilitation projects.	
31	Grow Seattle Entrepreneurial Training	City-wide	Provide entrepreneurial training and business development assistance for microenterprises and small businesses, emphasizing culturally appropriate and relevant training	25 businesses assisted

#	Project Name	Location	Description	Performance Measure
32	South Park Neighborhood Business District Assistance	South Park neighborhood	Neighborhood business district improvements and business assistance to mitigate loss of South Park Bridge	30 businesses assisted
33	Career Bridge	Tbd	Job training wrap-around services provided by CBDO to qualifying persons	60 clients
34	Seattle Conservation Corps	Tbd	Capital improvements to neighborhood parks serving CDBG-eligible neighborhoods; provides job training to homeless and low-income persons	15 park projects

Table 5 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities respond to the City's analysis of current community needs in the broader context of the City's $4.3 billion 2013 Proposed Budget, including a General Fund budget of $946 million and are also based on the needs assessments developed in the 2009 - 2012 Consolidated Plan. The Consolidated Plan's $16.4 million are strategically allocated to maximize their effectiveness in meeting community needs. The 2009 - 2012 Consolidated Plan outlined three investment areas for these funds: 1) provide public services to homeless families and individuals; 2) develop and preserve affordable housing; and 3) support economic development efforts through neighborhood revitalization and related activities, including support of the business and real estate lending activities of the Rainier Valley Community Development Fund. For 2013, these investment areas remain a priority for these funds. The added component of job training has been deemed a priority for CDBG funds because of the continued fragility of the local economy recovery and the City's desire to ensure that low- and moderate-income persons have the greatest chance to benefit from the opportunities a slowly growing economy affords.

AP-50 Geographic Distribution

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Several of the broad programs funded with Consolidated Plan funds will be specifically targeted geographically. Parks improvements via the Seattle Conservation Corps, which will be used as a vehicle to provide job training for homeless and low-income individuals, will, for area benefit purposes, focus on income-eligible areas of the city. The Rainier Valley Community Development Fund, a Community Based Development Organization (CBDO), concentrates its activities on the Southeast Neighborhood Revitalization Strategy Area (NRSA) (Rainier Valley). The South Park neighborhood has been severely adversely affected by the closure of the South Park Bridge, due to safety concerns. That area will receive specific neighborhood business district assistance. Other neighborhood business districts in areas qualifying for area benefit funding are also targeted. Finally, the workforce development (Career Bridge) activities will focus on areas where a large majority of low-income, unemployed clients live.

Geographic Distribution

Target Area	Percentage of Funds
SOUTHEAST NRSA	12

Table 6 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The geographic allocation of our funds is based primarily on the existing locations of public service providers, analysis of neighborhood and business districts eligible for a CDBG area benefit national objective, the strengths and relative merits of applications for competitively-awarded funds, and contractual commitments to the SE NRSA via the Rainier Valley Community Development Fund. The allocation of funds is also considered within the context of the City's overall budget, of which the Consolidated Plan funds are a small part.

Discussion

Two areas of the City are specifically identified for CDBG assistance in the 2013 Update. The first is the Southeast NRSA. A $2 million allocation to the Rainier Valley Community Development Fund completes the City's commitment from 2005 of $35 million in CDBG assistance. The South Park neighborhood will receive continued support of $300,000 to help the businesses there survive the closure of the vital South Park Bridge and retain jobs. The distribution of affordable housing assistance is partially dependent

upon the responses from non-profit affordable housing developers to a NOFA process. Public services to help or shelter homeless persons are available where the facilities exist.

Affordable Housing

AP-55 Affordable Housing

The goal numbers presented here reflect activities to be funded with federal funds through the City's Office of Housing. (The rental assistance goal excludes certain homelessness prevention activities funded by the Human Services Department.)

One Year Goals for the Number of Households to be Supported	
Homeless	22
Non-Homeless	676
Special-Needs	8
Total	706

Table 7 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	45
Rehab of Existing Units	650
Acquisition of Existing Units	11
Total	706

Table 8 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing

Introduction

As the largest public housing provider in the state, the Seattle Housing Authority (SHA or "Seattle Housing") has the ability to access special housing support services and continues its commitment to providing and coordinating housing support services for its residents. SHA owns more than 6,300 units of federally funded public housing, administers nearly 8,400 additional units through the federal Housing Choice Voucher Program, and operates about 1,700 units of locally funded housing through tax-exempt bonds and the Low Income Housing Tax Credit program, as well as a small number of units funded by the Seattle Senior Housing Program Bond that did not transition to public housing subsidy with the rest of the portfolio in late 2011. SHA is also the local bond issuer for many non-profit-sponsored low-income housing properties.

Actions planned during the next year to address the needs to public housing

SHA is in the midst of several multi-year efforts to redevelop public housing communities, including Rainier Vista, High Point, and Yesler Terrace, and this work will continue in 2013. (For more information on redevelopment efforts please see: www.seattlehousing.org/Development/development.html.) In addition, in 2013 Seattle Housing plans to:

- Refine and extend its preventative maintenance program
- Continue capital repairs at Seattle Senior Housing Program (SSHP) buildings, including Blakely Manor, Bitter Lake Manor, Olmstead Manor, and Nelson Manor
- Pilot a site-based management model at the public housing high rise communities

Actions to encourage public housing residents to become more involved in management and participate in homeownership

In 2013 SHA will continue to provide services to help public housing residents become more involved in management and homeownership. Strategies planned for the year include:

- Efforts through Seattle Housing's Community Builder staff to promote collaborative relationships among community members, neighborhood organizations, and service providers to work together around common interests and promote engagement of individuals in their communities across economic, ethnic, age, and ability lines
- Support for leadership development among public housing residents, including participation in resident and neighborhood councils and associations
- Referral of participants to financial management resources, car ownership, home ownership programs, and basic telephone services that lead to economic security and home and business ownership
- Seattle Housing's Family Self-Sufficiency (FSS) Program, which provides residents with services and financial incentives that help them to pursue self sufficiency in multiple arenas, including employment, education, and moves to market-rate housing
- Seattle Housing's new savings match pilot program, which will provide public housing residents and voucher holders with financial education, matched savings, and a safety net when they are ready to purchase a home or move to an unsubsidized rental in the private market

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Seattle Housing Authority is not designated as "troubled".

Discussion

Though different and distinct entities, the Seattle Office of Housing and SHA have a long and continuing history of collaboration and consultation so that, through their independent actions, affordable housing gaps are identified and those gaps are being addressed.

AP-65 Homeless and Other Special Needs Activities

Introduction

In 2012 the City of Seattle completed the Communities Supporting Safe and Stable Housing (CSSSH) Investment Plan. This Plan guides the funding and allocation policies of the City's homelessness services funding consistent with the strategies in the Consolidated Plan and the Ten-Year Plan to End Homelessness and is based on an extensive, year-long community engagement process.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Hundreds of people have helped create the Communities Supporting Safe & Stable Housing Investment Plan through a community engagement process and client feedback process.

Community Engagement Plan: HSD's Investment Plan is informed by an extensive community engagement process where clients of services, community members, shelter and housing providers, businesses, faith communities, charitable foundations, local government agencies, the Committee to End Homelessness, United Way of King County, and other stakeholders have all contributed to proposed strategies for investments and solutions to end homelessness.

Client Surveys and Focus Group Feedback: Client-driven solutions to prevent homelessness and support homeless services lead to better investments and lasting outcomes. Families and individuals provide insight and contributions that are improving information, access and delivery of services. Hundreds of people in Seattle who were served by homelessness prevention and homeless assistance services participated in surveys, focus groups and forums to provide feedback and recommendations for ways to improve programs and direct service investments.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City will implement the new Investment Plan strategies and actions over the next six years. 2013 funds for homelessness prevention, homelessness intervention (shelter, transitional housing, outreach,

community day centers / drop-in centers), and housing stabilization services will be awarded to nonprofit agencies in 2012 through Request for Investments and Letter of Intent processes. Contracts will begin in 2013.

In 2012 the City invested $7.2 million for emergency shelter services and $8.6 million for transitional housing services for homeless persons. These amounts include the Consolidated Plan funds, other federal funds, and General Fund resources. 2013 amounts are expected to reflect a continued investment in meeting the needs of homeless persons.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Seattle Human Services Department (HSD) is changing the way it invests in programs to prevent homelessness and move closer to our ultimate, aspirational goal of ending homelessness. The CSSSH Investment Plan (see www.seattle.gov/humanservices/initiatives.htm#safeandstablehousing for the full plan) provides a framework through 2018 for investments in three priority areas:

- Prevention – providing assistance to prevent people from entering the shelter system;
- Intervention Services – connecting people who are homeless with resources to increase safety and access to housing;
- Housing Placement, Stabilization and Support – moving people rapidly to housing and providing support needed to remain stable in housing.

HSD will gradually increase its investment focus on homelessness prevention, rapid re-housing and housing stabilization services that help families and individuals maintain housing and increase self-sufficiency. The emphasis on these strategies is designed to reduce needs for homelessness intervention services over time.

HSD will increase its focus on addressing the specific needs of youth and families with children while maintaining its commitment to serve single adults, through investments in shelter, transitional housing and supportive services.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Investment priorities are aligned with the Consolidated Plan and with our community's Ten-Year Plan to End Homelessness.

City investments in homeless service programs leverage millions of dollars each year from other local, state and federal funding sources. HSD allocates funding primarily from the City of Seattle General Fund and from federal grants from the U.S. Department of Housing and Urban Development. HSD's homelessness prevention, intervention and housing stabilization/supportive housing contracts total more than $35 million annually and make up more than one-third of the department's overall annual contracts budget.

The Investment Plan sets a framework for system-wide change over the next six years to more effectively serve households facing or experiencing homelessness

HSD leadership and resources will support county-wide initiatives that will transform service delivery in the family homelessness services system and the youth and young adult services system. City of Seattle investments will continue to support Housing First and harm reduction service models that are successfully moving chronically homeless, disabled individuals into housing and safer living environments.

Seattle continues to participate in regional systems to identify homeless and high utilizers of public institutions for housing.

The City of Seattle participates in the Client Care Coordination System (CCC), a partnership of the King County Committee to End Homelessness, the United Way of King County Campaign to End Chronic Homelessness, Seattle and King County Housing Authorities, and King County. The CCC system identifies chronically homeless individuals for permanent supportive housing through high utilization of hospital emergency departments, Western State Hospital, community psychiatric inpatient and emergency services, Sobering Center, jail and/or shelters through coordination with outreach teams to identify the most vulnerable homeless individuals.

In addition, the Continuum of Care has protocols and procedures in place with criminal justice, health care, mental health, and foster care systems to ensure that persons are not routinely discharged to the street/homelessness. These protocols and procedures are outlined each year in Seattle/King County's annual application for HUD Continuum of Care/Supportive Housing funding.

Discussion

The City's population is becoming more diverse with more people living in poverty. Children, young adults, young families (particularly families headed by a young, single female) are among those who are most affected by poverty and homelessness. There are older, single adults in our shelters and the majority of them have chronic health conditions and disabilities.

Poverty and homelessness continue to disproportionately affect people of color in our communities. People who are experiencing and at the greatest risk of homelessness are the most severely affected by poverty, institutional racism, and other social and economic factors far beyond their control. These factors also limit access to education, jobs, health care, mental health services, and affordable housing. While programs and services are responding to these needs in new and innovative ways, the larger homeless service system and many of the ways we fund services have remained unchanged.

The Communities Supporting Safe and Stable Housing Investment Plan sets the framework for system-wide change over the next six years (beginning in 2013) to more effectively serve households facing or

experiencing homelessness. Leadership and resources from the City's Human Services Department will support county-wide initiatives that will transform service delivery in the family homelessness services system and the youth and young adult services system. City of Seattle investment will continue to support Housing First and harm reduction service models that are successfully moving chronically homeless, disabled individuals into housing and safer living environments.

AP-70 HOPWA Goals

One year goals for the number of households to be provided housing through the use of HOPWA for:

Short-term rent, mortgage, and utility assistance payments	17
Tenant-based rental assistance	32
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	88
Units provided in transitional short-term facilities developed, leased, or operated with HOPWA funds	57
Total	194

AP-75 Barriers to affordable housing

Introduction

Through regulatory moves and the continuation of funding for the creation, preservation, and rehabilitation of affordable housing with federal and local funds, Seattle continues its efforts to make housing more affordable to all its residents and to those who work in the City. Funding comes not only from the Consolidated Plan funds but also from other federal, state, and local sources, including the seven-year, $145 million Housing Levy approved by Seattle voters in November 2009.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

All City of Seattle housing programs seek to increase affordable housing opportunities for low-income households. This is done in part by providing gap financing to create affordable rental housing, providing homebuyer assistance, and decreasing energy costs for low-income households through weatherization and energy conservation improvements. In addition, the City's public policies are favorable to affordable housing development, maintenance and improvement. City zoning provides capacity to add a range of housing types in amounts exceeding planning goals.

Seattle has implemented the vast majority of the actions identified on HUD's latest Initiative on Removal of Regulatory Barriers questionnaire. As a prime example, Seattle's Comprehensive Plan, which includes a detailed Housing Element that estimates current and anticipated housing needs for the next 20 years, takes into account anticipated growth in the Puget Sound region. The plan addresses the needs of both existing and future residents of all incomes.

A number of affordable housing strategies are incorporated into Seattle's Land Use Code. Examples are the transferable development rights and bonus programs, which have been available to developers in downtown Seattle high rise zones since the mid-1980s and continue to be expanded to additional zones and neighborhoods throughout the city today. Seattle also has reduced parking requirements in many

areas, recognizing that lower parking requirements can be a key mechanism for achieving green, livable, and affordable neighborhoods.

Several years ago the State of Washington adopted legislation authorizing jurisdictions to grant 12-year property tax exemptions as an incentive for multifamily housing development in targeted areas. Seattle's current Multifamily Tax Exemption Program requires that twenty percent of the units in each development be affordable to families and individuals with incomes at or below 65, 75, or 85 percent of area median income, depending on unit size, as a condition of the tax exemption on the residential improvements.

Discussion

Since 1981, Seattle voters have approved one bond and four levies to create affordable housing. Seattle has now funded over 10,000 affordable apartments for seniors, low- and moderate-wage workers, and formerly homeless individuals and families, plus provided down-payment loans to more than 600 first-time homebuyers and rental assistance to more than 4,000 households. The current Housing Levy and the 2013 CDBG and HOME funds will continue this effort into 2013.

AP-85 Other Actions

Introduction

Many of the "other actions" listed here are supported by local funds or a combination of local, state, and federal funds. Seattle's efforts to promote community development and affordable housing involve far more than just the $17 million provided by the Consolidated Plan funds, as exhibited by the following 2012 budget allocations: Office of Housing, $41 million; Human Services Department, $115 million; and the Office of Economic Development, $10 million. Through internal staff initiatives and cooperative agreements with community-based organizations, Seattle strives to ensure a community with shared prosperity with healthy, great places.

Actions planned to address obstacles to meeting underserved needs

Two initiatives are underway to more effectively meet the need of Seattle's low- and moderate-income communities. These initiatives respond to meeting basic survival needs and to providing a clear, supported pathway to employment.

Through the fall of 2010 and into the spring of 2011, HSD, in consultation with the community, developed a departmental strategic plan titled "Healthy Communities, Healthy Families: An Integrative Approach." Over 30 community engagement activities, reaching over 80 individuals, were conducted to ensure that the strategic plan addressed the needs of the community. The new plan contains four primary goals:

1. Create a proactive, seamless service system
2. Strengthen and expand partnerships
3. Engage and partner with the community
4. Use data-driven design and evaluation

The planning framework for the Communities Supporting Safe and Stable Housing, as reported elsewhere in this document (AP-65) embodies these goals.

The second initiative responds to the need identified in community input to the Office of Economic Development (OED) as well as to HSD for a supported pathway to employment for limited English speaking residents and residents recently released from incarceration. Working collaboratively, HSD and OED teamed to address this need. The result is a concept for a clear and intentional job training and education path along which clients move while receiving wrap-around supports for their distinct and immediate needs. This concept will receive pilot funding in 2013 from CDBG funds. An integral part of this plan is the development of service delivery knowledge and capacity among key community groups. In particular HSD will focus on those groups who are most closely involved with the target communities but who may not have the institutional knowledge or capacity to offer the complete range of services individual clients may require.

Actions planned to foster and maintain affordable housing

The City uses its CDBG and HOME funding for affordable housing preservation and development, homebuyer education, counseling and homebuyer assistance, and minor home repair. Since 1981, Seattle voters have approved one bond and four levies to create affordable housing. Seattle now has funded more than 10,000 units of affordable rental housing for seniors, formerly homeless individuals and families, and low-income residents, plus provided down-payment loans to more than 600 first-time homebuyers and rental assistance to over 4,000 households.

The City is a prime sponsor of the Ten-Year Plan to End Homelessness in King County. The Ten-Year Plan considers a variety of strategies targeted to access and retention of housing for homeless individuals and families. This includes increasing the use of existing private and nonprofit units as well as new construction for permanent supportive housing. OH also dedicates specific local Housing Levy and state funds to leverage additional units of permanent housing for homeless and disabled persons. The Ten-Year Plan emphasizes preventing discharge into homelessness as people move from hospitalization or incarceration.

Actions planned to reduce lead-based paint hazards

The City recognizes the need to decrease the level of lead-based paint hazards in residential units improved with City or federal funds. The City plans to require evaluation, and abatement if necessary, in

all target housing (as defined in HUD regulations) to be improved with funds provided by the City. Contractors/workers doing repair or weatherization through one of OH's programs are required to utilize lead-safe work practices. The City's eight primary contractors for weatherization work have pollution occurrence insurance and each contractor's field employees must possess lead-safe renovator certification. OH's property rehabilitation specialists, who specify and subsequently inspect all weatherization work, are all certified in lead-safe work practices. Staff uses an X-ray fluorescence spectrum analyzer in order to accurately determine the presence of lead-based paint in all buildings. In addition, all weatherization clients are provided information regarding lead poisoning prevention.

Actions planned to reduce the number of poverty-level families

Over the years a network of City-sponsored services has evolved to: assist families and individuals to access resources that help them move toward self-sufficiency; prevent poverty, though assistance to Seattle's children and through life-long education efforts; and alleviate poverty by improving family and individual economic opportunities that lead to sustaining a living wage. The following is a non-exhaustive list of such programs and initiatives:

- PeoplePoint Bridge to Benefits – provides in-person, phone and on-line access to a consolidated application process that allows families and individuals residing in Seattle to apply and screen for eligibility for a wide range of City, State and Federal benefits. While each program may have specific eligibility criteria to access benefits, anyone living in Seattle can use the on-line application process to find out if they may be eligible for various programs.
- Healthy Communities Initiative – City policy that directs investments of public health services toward groups who experience disparities in health outcomes (particularly very young children, adolescents, pregnant women and older adults) and seeks to eliminate health disparities based on race, income, ethnicity, immigrant/refugee status, gender, sexual orientation, gender identity, health insurances status, neighborhood of residence, or level of education attained.
- Seattle City Light and Seattle Public Utilities assistance – funded with federal and local monies, low-income households can access discounted gas, electric and heat and water rates as well as limited assistance with overdue utility bills.
- Seattle Family Centers and Teen Parent Support Programs – community-based partners form a network of places where families can go to access many resources geared to increasing self-determination , stability of parent-child relationships and early learning and school success.

- Families and Education Levy – voters approved in 2011 a $231 million seven-year property tax levy targeted to improving academic performance and reducing the achievement gap among Seattle students pre-kindergarten through high school and to prepare students for college and/or careers after high school.
- Early Childhood Education and Assistance Program (ECEAP) - HSD administers the program with State funds, targeting preschool education for children from families whose income is below 110% of the federal poverty level.
- Child care Assistance – HSD administers contracts for referral to licensed family child care homes and centers city-wide targeted to low- and moderate-income working families with children aged 1 month to 13 years old.
- A variety of employment and education programs such as the Youth Employment Program, Seattle Jobs Initiative, Age 55+ Employment Resources Center, and Upward Bound.
- Seattle-King County Asset-Building Collaborative – comprised of over 80 public, private and non-profit agencies whose focus is to help struggling families move out of poverty and towards economic self-sufficiency. Services center on accessible and affordable mainstream banking, financial planning, education and coaching, credit and debt counseling and free tax preparation.
- Race & Social Justice Initiative – seeks to reduce disproportionality in economic opportunity, education, civic engagement, and other areas to make City services more relevant to Seattle's increasingly diverse populations.

Actions planned to develop institutional structure

Following the completion of the "Healthy Communities, Healthy Families" strategic plan, the Human Services Department embarked on developing an institutional structure to implement and support the plan's goals. This work has been on-going since the summer of 2011. The new structure organizes HSD's core business into two categories: 1) system building and 2) investing. HSD's divisional structure is also being brought into alignment to focus on a Continuum of Care for:

1. Children and youth ages birth to 25 years and their families
2. Individuals and families at risk of or currently experiencing crisis
3. Individuals and families at risk of or experiencing homelessness
4. Aging individuals and those living with a disability and their families.

More than just a reorganization, the restructuring of the department will go down to the individual job level as job descriptions and tasks are reviewed to ensure that the focus of all HSD personnel will be on the goals of the strategic plan. This is a work in progress as HSD heads into 2013.

Actions planned to enhance coordination between public and private housing and social service agencies

Several actions are planned or currently underway that represent the continued collaboration between the City and community-based service providers.

- A review of the requirements for formalizing the Continuum of Care, as required by the regulations published for the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) program, will be conducted by City and County staff and other affected stakeholders.
- The City will soon engage in a Cooperative Agreement with the Seattle Housing Authority (SHA) to guide SHA's redevelopment of the Yesler Terrace neighborhood. The project has a current commitment from round one of the Choice Neighborhoods grant program.
- The implementation of the Communities Supporting Safe and Stable Housing Investment Plan represents the work of over hundreds of clients, service providers and interested residents.

Discussion

The great majority of resources supporting these "other actions" come from resources other than the four Consolidated Plan funds, which highlights the City's commitment to use the Consolidated Plan funds for homelessness, affordable housing and community and economic development. As previously stated, the Consolidated Plan funds account for $16.4 million of the City's overall budget of $4.3 billion.

Program Specific Requirements

AP-90 Program Specific Requirements

Community Development Block Grant Program (CDBG)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	$740,000
2. The amount of proceeds from Section 108 loan guarantees that will be used during 2013 to address the priority needs and specific objectives identified in the grantee's strategic plan	$1,000,000
3. The amount of surplus funds from urban renewal settlements	$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	$0
5. The amount of income from float-funded activities	$0
Total Program Income	$1,740,000

Other CDBG requirements:

1. The amount of urgent needs activities: $0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low- and moderate-income: 83.9%

Overall benefit – A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low- and moderate-income. Specify the years covered that include this Annual Action Plan: one (2013)

HOME Investment Partnership Program (HOME)

1. **A description of other forms of investments being used beyond those identified in Section 92.205 as follows:**

No other investments beyond those identified in 92.205 are planned.

2. **A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 24 CFR Section 92.254, is as follows:**

Provisions in this Action Plan do not affect loans or contracts made with funds allocated under prior Action Plans. Legal instruments required to enforce these resale or recapture provisions provide the exact terms, calculations and definitions governing resale or recapture as applicable, and can be provided to HUD for review as requested.

Recapture Requirements

Recapture provisions will apply to loans to home buyers, made by the City or by a subrecipient or other intermediary.

Recapture provision will be enforced by a written HOME Agreement signed by the homebuyer and the City and/or intermediary as well as a recorded Deed of Trust that is the security instrument for the subordinate loan promissory note.

The recapture model that applies is "*Recapture entire amount,*" as further explained below. In case of any bona fide sale, including any foreclosure sale, the City will not recapture more than the Net Proceeds. "Net Proceeds" are defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

The amount to be recaptured includes outstanding principal, plus interest at 3% simple interest, plus shared appreciation computed as determined below. The principal amount subject to recapture is only the direct subsidy benefitting the homebuyer, which is the loan of HOME funds to the homebuyer. Shared appreciation is defined as the amount equal to the applicable Shared Appreciation Percentage,

as defined below, multiplied by the Shared Appreciation Net Proceeds, defined generally as the Gross Sales Price of a bona fide sale (otherwise, market value) minus the sum of (a) the original purchase price paid by the homebuyer, plus (b) Eligible Improvement Costs, plus (c) Eligible Sales Costs. The Shared Appreciation Percentage is calculated by dividing the loan amount to the homebuyer by the purchase price paid by the homebuyer.

Resale Requirements

Resale requirements will apply to affordable homeownership opportunities provided using the community land trust model. In that model, The City of Seattle provides funding to a nonprofit community land trust to make available for sale a completed home together with a 99-year leasehold estate on the land, at an affordable price. Resale provisions will be enforced by a recorded covenant signed by the land owner, the homebuyer, and the City, and also through a 99-year ground lease between the land owner and the homebuyer. Under both the covenant and the ground lease, for a period exceeding the minimum HOME affordability period, the home may be sold only to a buyer whose family qualifies as a low-income family, which family will occupy the home as its principal residence. The land owner, through the ground lease, shall have an option to purchase in order to ensure that the home is sold to an eligible buyer at an affordable price.

The Resale Requirement will limit the sale price based on the following formula: Purchase Price x 1.5% compounded annually from time of purchase, plus credit for approved capital improvements.

The Resale Formula includes a credit for capital improvements approved by the land owner, the value of which is determined by a licensed appraiser. The resale price as determined by the Resale Formula is affordable to low-income buyers with incomes from 50% up to 80% of Area Median Income. Through signing the ground lease, the homebuyer agrees that the Resale Formula generates a fair return.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The description of the guidelines for homebuyer activities (question #2 in this section) apply here as well. Please refer to the response to that question.

4. **Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:**

HOME funds are not used for refinancing.

Emergency Solutions Grant (ESG)

1. **Include written standards for providing ESG assistance (may include as attachment)**

See Attachment A, ESG Program Standards.

2. **If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.**

The Seattle/King County Continuum of Care (CoC) does not have a system-wide centralized or coordinated assessment system in place for all population groups. However, the CoC has recently created a coordinated assessment system for homeless families, Family Housing Connection. The new system began operations in April 2012. Family Housing Connection partners with more than 80 shelter and housing programs in Seattle and King County, including emergency shelter (excluding Domestic Violence shelters), Rental Assistance Programs, Transitional Housing, Service Enriched Housing, and Supportive Permanent Housing Programs. The system uses the Community Information Line as a central referral and scheduling point. The new system is collecting data through the CoC's Homeless Management Information System (HMIS) Safe Harbors) to provide unduplicated data on the number of homeless families and their housing needs. The CoC is using the family coordinated entry system as a model to expand coordinated assessment of youth/young adults, and single adults.

3. **Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).**

In 2013, ESG funds will be used in two existing contracts with community-based non-profit providers that are currently funded to provide homelessness prevention services using ESG funding allocations in 2012. The two programs are:

- Solid Ground, Housing Stability Case Management Program, $160,000
- Neighborhood House, Homeless Prevention Program, $137,592

Unallocated ESG funding will be awarded to non-profit, community based agencies to provide outreach and rapid re-housing programs through Request for Investment (RFI) and a Letter of Intent process in 2012.

Funding will be provided in the form of a contract between the recipient agency and the Seattle Human Services Department. The contract contains terms and conditions of funding, reporting and invoicing requirements, performance expectations and service delivery levels, record keeping responsibilities, and consent to on-site monitoring as requested by the City.

4. **If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.**

The City will be able to meet the requirement. The Seattle / King County Continuum of Care includes King County plus the cities of Seattle, Auburn, Bellevue, Federal Way, Kent, Renton, and Shoreline. The lead agency for the Continuum of Care is the Committee to End Homelessness, a broad coalition of government, faith communities, non-profits, the business community and homeless and formerly homeless people working together to implement the Ten-Year Plan to End Homelessness in King County. ESG funding decisions are coordinated with the CEH, as lead CoC agency, and its Funders Group.

In addition, the City of Seattle completed the Communities Supporting Safe & Stable Housing Investment Plan in 2012, to guide funding policies and allocation of the City's homeless services funding

within the Ten-Year Plan. The City's community engagement included outreach and consultation with homeless and formerly homeless individuals who participated in surveys, focus groups, and on the community Advisory Committee created to oversee the plan.

5. Describe performance standards for evaluating ESG.

HSD will monitor and evaluate performance of ESG using experience from the City of Seattle's successful implementation of Homelessness Prevention and Rapid Re-Housing (HPRP) programs. HMIS data will be used to monitor and evaluate program performance using indicators of housing stability, including:

- Number of individuals/households served by outreach, prevention, and rapid re-housing activities.
- Exit destinations of individuals/households served (temporary or permanent housing).
- Number of households who remain in stable housing after assistance / exit from program.

ATTACHMENT A to 2013 ANNUAL ACTION PLAN

ESG PROGRAM STANDARDS

Program standards for both 2012 and 2013 ESG funds were developed for contracts funded by the Homelessness Prevention and Rapid Re-Housing Program which incorporated into ESG contracts. These standards will be refined and expanded in 2013 as part of broader Continuum of Care planning and program development for the HEARTH Act.

Agencies will operate their programs as components of a City-wide approach to homelessness intervention, prevention and rapid re-housing, which includes participation in:

- Access – Contracted agencies will take referrals from pre-screened callers from King County Community Information Line's 2-1-1 program and also receive walk-ins and referrals from partner agencies. Programs that provide services to families with children will participate in coordinated entry and assessment process when that system has been developed.
- Housing Stability Case Management – Each household will be assessed by contracted agencies and will develop an individualized written action plan for each with goals to ensure that housing stability is achieved and maintained. Comprehensive assessments, housing plans, and program referrals will address strengths, needs, and plans.
- Financial Assistance – Financial assistance, including rental assistance, is limited to the activities and costs as described in individual contracts. Any individual or family provided with financial assistance must have at least an initial assessment with a case manager who can determine the appropriate amount, type and duration of assistance to meet the household's needs or to make referrals to appropriate resources or services.
- One Stop Access to Mainstream Benefits - HSD's access to benefits program, PeoplePoint, and the Washington Connection benefits portal will be utilized by contracted agencies to connect households to services and benefits that increase overall household income. Agencies will register with the Washington State Department of Social and Health Services (DSHS) to assist their Program clients to apply for City and State benefits seamlessly through the Washington Connection electronic benefits portal.

- Legal Services – Legal services may be provided by the agencies themselves utilizing staff qualified to render legal services in the state of Washington, or may make these services available by entering a partnership with local legal aid programs for such services. Legal services must be provided by an attorney, or other person(s) under the direct supervision of an attorney, primarily services directly related to rendering legal advice and providing representation in administrative or court procedures related to tenant/ landlord matters or housing issues.
- Financial Empowerment – Contracted agencies will work with the Seattle-King County Asset Building Collaborative (SKCABC) and the Seattle-King County Financial Education Providers Network to incorporate financial empowerment into housing stabilization services offered to participants. Financial empowerment includes improving access to financial services, advancing financial education/counseling/coaching, encouraging asset building and protection, and promoting the uptake of public benefits and free tax preparation and tax credits such as the Earned Income Tax Credit.
- Current and Accurate Program Information – Contracted agencies are required to enter Program data as described in their contracts directly into the Safe Harbors Homelessness Management Information System (HMIS), and, submit other reporting relating to the milestones and performance commitment established by their contracts.
- Participation in the King County Ending Family Homelessness Initiative – When serving households with dependent children, agencies must participate in this initiative, where applicable. This initiative provides an opportunity to realign the family homeless assistance network and funding opportunities with promising practices in ways designed to serve families experiencing housing instability which may result in homelessness.

Additional program standards affect the operations of the program and the delivery of services. These standards are also set forth in the individual service contracts between the City and provider agencies. These standards include the following.

- Income Eligibility - Agencies will serve only households and individuals residing in the city of Seattle and whose incomes do not exceed 30% of the median income. Agencies will document and verify the income eligibility of each person and household enrolled for program services. Documentation must be from each client's specific income sources, or be verified in writing by a

third party Federal or State agency currently serving the client, and whose services require proof of income.

- Client and Employee Grievances – Agencies will maintain both client and employee grievance procedures, which include how individuals are informed of their rights to resolve grievances. The Agency shall maintain documentation of all grievances filed against the program including, but not limited to, name of the person filing the grievance, date the grievance is filed, nature of the grievance, outcome of the grievance resolution, and the date of resolution. Agency grievance procedures must be prominently posted in public and employee areas.
- Right to Service - Agencies shall not require households or individuals who are eligible for services under the terms of their service contracts with the City to participate in other Agency services or programs as a prerequisite or requirement to receive services provided through those contracts.
- Maintenance of Records – Agencies shall maintain timely and accurate records which reflect service levels, participant characteristics, and specific actions taken to assist participants, and service outcomes and expenditures under the terms of their contracts. Agencies shall maintain client demographic data and complete the required City's client reports.

Form revised: December 6, 2011

FISCAL NOTE FOR NON-CAPITAL PROJECTS

Department:	Contact Person/Phone:	CBO Analyst/Phone:
Human Services	Michael Look / 5-1717	Jeanette Blankenship / 5-0087

AN ORDINANCE adopting the 2013 Annual Action Plan to the City of Seattle 2009 - 2012 Consolidated Plan for Housing and Community Development, as amended; authorizing the submission of the 2013 Annual Action Plan to the United States Department of Housing and Urban Development; and authorizing the Human Services Director to make changes to the Plan for certain purposes.

Summary of the Legislation:
This legislation authorizes submittal of the 2013 Annual Action Plan to the 2009 – 2012 Consolidated Plan for Housing and Community Development ("2013 AAP") to the United States Department of Housing and Urban Development (HUD) as the application for 2013 grant funds from four programs: Community Development Block Grant (CDBG), HOME Investment Partnerships, Housing Opportunities for Persons with AIDS (HOPWA), and Emergency Solutions Grant (ESG). The 2013 AAP describes the planned use of these funds.

Background:
The 2013 AAP continues the overall fund allocation strategies described in the 2009 – 2012 Consolidated Plan (as amended) which are to continue to support services for homeless individuals and families, guided by the Ten-Year Plan to End Homelessness in King County; develop and preserve affordable housing; and encourage economic development through neighborhood revitalization investments, including fulfilling our commitment to the Rainier Valley Community Development Fund (RVCDF). The 2013 AAP also provides skills development and support services to enhance the abilities of homeless and low-income residents become more job-ready. To accomplish these strategies:

- A portion of the CDBG and all of the ESG funds will be used to support services for homeless people such as shelters and transitional housing, day and hygiene centers, and services to support homeless people's transition from homelessness to housing.

- The City's CDBG contribution to the RVCDF will be $2 million in 2013, incorporating changes agreed upon by the City, Sound Transit, and the Rainier Valley Community Development Fund in 2011. The primary purpose of the funds is to stimulate business development in the Rainier Valley by investing in long-term business and transit oriented development along the Martin Luther King Jr. Way corridor.

- CDBG funds will also be invested in a workforce development program ($60,000) to help lower-income people succeed in job training and the Seattle Conservation Corps ($508,000)

COUNCIL CLERK

to train homeless and unemployed people so they can acquire skills and experience leading to long-term employment and stability.

The 2013 Annual Action Plan to the Consolidated Plan anticipates the following revenue in 2013 to fund the activities identified in the annual allocation plan:

- CDBG Entitlement: $9,267,515
- CDBG Program Income and reprogrammed funds: $740,000
- HOME: $2,610,286
- HOME Program Income: $1,000,000
- Emergency Solutions Grant Program: $929,144
- HOPWA Grant: $1,814,768

The new 2013 funds will be allocated to four City departments: Human Services Department, Office of Housing, the Department of Parks and Recreation, and the Office of Economic Development.

Please check one of the following:

____ **This legislation does not have any financial implications.**

__X__ **This legislation has financial implications.**

Note – This legislation has financial implications given that HUD requires local jurisdictions to develop and adopt a Consolidated Plan in order to apply for the four federal formula grant programs described above. These amounts are not appropriated as part of this legislation, but rather will be reflected as part of the 2013-2014 Budget and the 2012-2018 Capital Improvement Program (CIP).

Other Implications:

a) **Does the legislation have indirect financial implications, or long-term implications?**
No

b) **What is the financial cost of not implementing the legislation?**
Not implementing this legislation will cause the City to forgo more than $16 million in federal funds that support the existing commitment to the Rainier Valley Community Development Fund as well as support vital services to shelter homeless persons and create and preserve affordable housing.

c) **Does this legislation affect any departments besides the originating department?**
Yes – this legislation affects the Office of Housing, Office of Economic Development, and the Department of Parks and Recreation. CDBG Administration has worked closely with these departments in developing this legislation.

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d) What are the possible alternatives to the legislation that could achieve the same or similar objectives?
None. Approval of the 2013 AAP and its submission to HUD is a prerequisite for the receipt of these funds from the federal government. Absent this approval and application, the City forgoes more than $16 million in assistance to provide services, economic opportunities, and housing for low- and moderate-income persons.

e) Is a public hearing required for this legislation?
Yes.

f) Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?
Yes.

g) Does this legislation affect a piece of property?
No

h) Other Issues:

List attachments to the fiscal note below:

N/A

COUNCIL CLERK

City of Seattle
Office of the Mayor

September 24, 2012

Honorable Sally J. Clark
President
Seattle City Council
City Hall, 2nd Floor

Dear Council President Clark:

I am pleased to transmit the attached proposed Council Bill that authorizes the City to submit an application to the U.S. Department of Housing and Urban Development (HUD) for approximately $16 million of funds from four federal programs: Community Development Block Grant (CDBG); HOME Investment Partnership Program; Housing Opportunities for Persons with AIDS (HOPWA); and the Emergency Solutions Grant Program (ESG). The application is made in the form of the 2013 Update to the 2009 – 2012 Consolidated Plan for Housing and Community Development, attached to the legislation.

The funds represented in the 2013 Update are used by City departments to provide vital services to Seattle's homeless, low- and moderate-income residents. Funding supports emergency and supportive services and housing opportunities for homeless persons and families, rental housing for low- and moderate-income families, employment support and training, and economic opportunities for small businesses and neighborhood business districts.

Formal budget authorization for the expenditure of these funds will come in the 2013 Proposed Budget, which has been delivered to the Council. Thank you for your consideration of this legislation. Should you have questions, please contact Michael Look, CDBG Administrator at 615-1717.

Sincerely,

Michael McGinn
Mayor of Seattle

cc: Honorable Members of the Seattle City Council

Michael McGinn, Mayor
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